



County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA
Chief Executive Officer

May 30, 2012

To: Supervisor Zev Yaroslavsky, Chairman
Supervisor Gloria Molina
Supervisor Mark Ridley-Thomas
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: William T Fujioka
Chief Executive Officer

Tom Tindall
Director, Internal Services Department

Board of Supervisors
GLORIA MOLINA
First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

STATUS REPORT ON BICYCLE PARKING AT COUNTY FACILITIES LOS ANGELES COUNTY BICYCLE PLAN (#7 AGENDA OF FEBRUARY 28, 2012)

On February 28, 2012, your Board, on motion of Supervisor Ridley-Thomas, instructed the Chief Executive Office (CEO) and the Director of the Internal Services Department (ISD) to:

1. Coordinate with County-contracted parking vendors, and County Departments that manage their own parking lots, to assess the feasibility of implementing bicycle parking capacity at all County facilities;
2. Report back in writing within 90 days with a plan to implement bicycle parking at all County facilities unless specific circumstances dictate it is not feasible. The report should prioritize implementation of bicycle parking based on size of the building, proximity to public transit, volume of members of the public accessing the site, and other relevant factors, and include a cost analysis as well as recommendations on potential funding sources.

Parts 3 and 4 of this motion are directed toward the Department of Public Works and are not included in this status report.

"To Enrich Lives Through Effective And Caring Service"

**Please Conserve Paper – This Document and Copies are Two-Sided
Intra-County Correspondence Sent Electronically Only**

This memorandum provides a status report on work to date to provide bicycle parking at County facilities.

BACKGROUND

The implementation of the Los Angeles County Bicycle Master Plan (Plan) will make bicycling a more practical and desirable transportation option for those living and working in Los Angeles County (County). The Plan has the potential to transform the transportation culture, encourage safe bicycling, and promote a healthy lifestyle.

The Plan proposes an additional 823 miles of bicycle lanes throughout the County, and provides considerable detail regarding the importance of bicycle parking. Creating safe and accessible bicycle parking alternatives is a critical element of a functional bikeway system. The Plan stresses that civic and government buildings should be priority locations for implementing bicycle parking strategies.

CIVIC CENTER AREA BICYCLE PARKING

The CEO, ISD, and Music Center facility parking managers have completed a review of opportunities to provide additional bicycle parking at County owned buildings including the grounds in the Civic Center area located in downtown Los Angeles. This includes a number of sites that are identified within the Grand Park plan.

Attachment I provides a map of the Civic Center area that identifies existing and planned bicycle parking sites. Where applicable, ISD will work with the CEO to identify funding and install bicycle racks within the Civic Center area.

DEPARTMENTAL SURVEYS

For County facilities that are outside of the Civic Center, ISD distributed a Bicycle Parking Survey (Attachment II) to departmental facility managers to obtain data on each facility that includes information on:

- Facility size and hours of operation
- Access by the public
- Location of existing vehicle and bicycle parking
- Bicycle locker availability
- Bicycle security and signage
- Lighting
- Feasibility to install new bicycle parking
- Justification if bicycle parking is not feasible.

Approximately 1100 County work sites were identified as potential locations for bicycle parking. To date, ISD has received 660 completed departmental surveys. ISD continues to follow up on the outstanding surveys.

The Board directed that the report on facility bicycle parking be prioritized based on the size of the building, proximity to public transit, volume of members of the public accessing the site, and other relevant factors; and include a cost analysis and recommendations on potential funding sources.

The report is in progress, pending receipt of more outstanding surveys. Within 90 days, we will provide a status report with survey results and prioritized facilities.

COST INFORMATION

The cost of bicycle racks and installation vary widely based on size, design, location, and existing infrastructure. The estimated costs begin at approximately \$500 for the installation of a single 2-bicycle unit rack. Costs increase when additional infrastructure (e.g. concrete, design accessibility, security, electrical for lighting, etc.) or larger bike racks are required.

To provide bicycle parking with minimal costs, we assume that most small and mid-sized facilities will require a basic 2-bicycle unit rack. If required, estimates for larger racks, lighting, signage, or lockers can be obtained, depending on the logistical requirements.

Departments will be encouraged to seek outside funding where feasible to defray the cost of bicycle rack installation. Otherwise, Departments will need to phase bicycle rack installations over time to stay within their existing budgeted funds. In priority situations, the CEO will work with Departments to identify alternative funding sources to fund the installations of the bicycle racks.

NEXT STEPS

ISD continues to work with departments to obtain outstanding surveys, and to develop priorities and timelines for bicycle installations where feasible. We will provide another status report to your Board within 90 days.

ISD is working with the CEO to identify possible outside funding sources for bicycle racks by using tools such as eCivis to identify potential grant funding, and reaching out to agencies such as the United States Federal Department of Transportation, the

Each Supervisor
May 30, 2012
Page 4

State of California Department of Transportation, and the Metropolitan Transportation Authority.

If you have any questions, please contact Tom Tindall at (323) 267-2101, or your staff may contact Marie Nunez of ISD at (323) 267-2492.

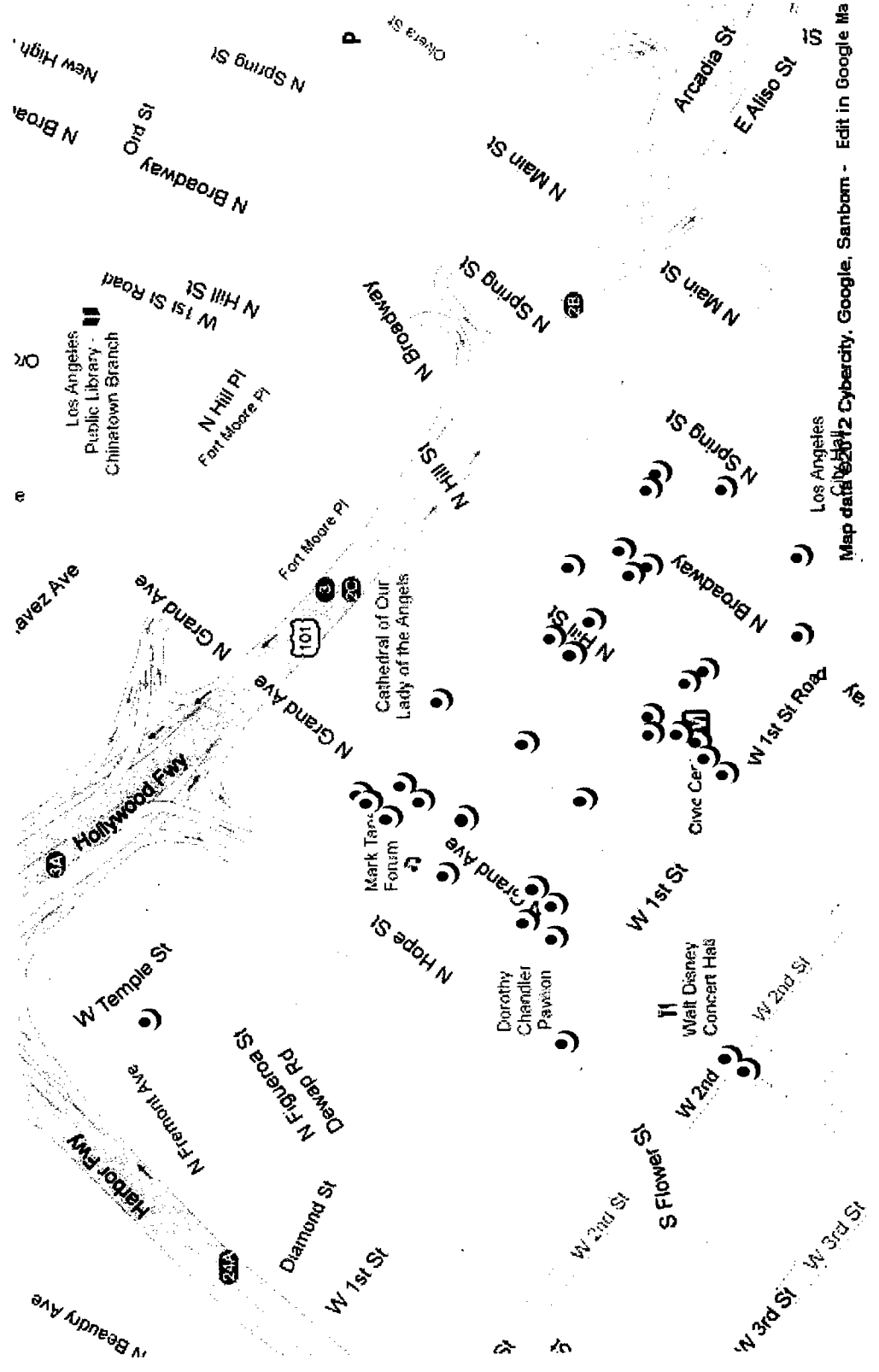
WTF:EFS
TT:JJ:ef

Attachments (2)

c: Executive Office, Board of Supervisors
County Counsel
ISD Board Deputies

Civic Center Existing and Proposed Bicycle Racks

Existing - Proposed



1. Department Name: Click here to enter text.
2. Facility Name: Click here to enter text.
3. Facility Address: Click here to enter text.
4. LACO Building Number: Click here to enter text.
5. Facility Size (Sq. Ft.): Click here to enter text.
6. County Owned? (Yes/No): Choose an item. Leased? (Yes/No): Choose an item.
7. Hours of Operation? Click here to enter text.
8. Publicly Accessed Facility? (Yes/No): Choose an item.
 - A. Proximity to Public Transportation (Feet): Click here to enter text.
 - B. Daily Number of Public Accessing Facility: Click here to enter text.
 - C. Daily Number of County Employees Accessing Facility: Click here to enter text.
9. Type of Automobile Parking Available: Choose an item. Click here to enter text.
 - A. Total Number of Parking Spaces: Click here to enter text.
10. Does your facility currently have bicycle racks? (Yes/No): Choose an item. If Yes, proceed to A. If No, proceed to B.
 - A. If Yes, please provide the following information:
 - Number of bicycle racks and bicycle capacity currently installed: Click here to enter text.
 - Lockers available to bicycle riders? (Yes/No): Choose an item.
 - If Yes, provide the following:
 - Number of bicycle lockers available: Click here to enter text.
 - Annual Cost: Click here to enter text.
 - Location of bicycle racks (e.g. within the parking area, against to the facility adjacent to the main entrance):
Click here to enter text.
 - Are the bicycle racks in a rain-covered structure or area? (Yes/No): Choose an item.
 - Signage posted for cyclists? (Yes/No): Choose an item.
 - Secure location for bicycle racks? (Yes/No): Choose an item.
 - Is the parking area well lit? (Yes/No): Choose an item.
 - Security guard at the facility? (Yes/No): Choose an item.
 - If Yes, does the Security Guard have visibility over the bicycle rack? (Yes/No): Choose an item.
 - B. If No, is installing bicycle racks at the facility feasible? (Yes/No): Choose an item.
 - If Yes, please provide the following:
 - Priority of the facility (based on size): Click here to enter text.
 - Proposed location(s): Click here to enter text.
 - Number of bicycle racks recommended: Click here to enter text.
 - Date of implementation: Click here to enter text.
 - If No, please provide:
 - Justification/Mitigation reasons as to why installing bicycle racks is not feasible at your facility: Click here to enter text.